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Approved For Release 2004/05/05 : CIA-RDP84-00933R000400140022-1 81-1497/7

4 September 1981

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

ODP # 81-1174

SUBJECT: Current Directorate of Administration Activities

1. During a demonstration for the Countering Terrorist Tactics course, [REDACTED] an Office of Training and Education instructor, suffered minor facial burns and burns to the cornea of both eyes when he accidentally ignited powder. The demonstration involved the characteristics of certain powders used in explosives. As [REDACTED] was striking a match to ignite a fuse, the head of the match broke off and dropped into the powder tray. [REDACTED] was taken to the [REDACTED] Hospital where both eyes were patched. He was seen by an ophthalmologist on 3 September. [REDACTED] eyesight, fortunately, has not been seriously impaired. [REDACTED] A9c5.2

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3. The results of a recently completed survey of 13,000 cables disseminated to the Directorate of Operations in Headquarters indicated that less than two-tenths of one percent were misrouted by the Cable Secretariat Branch. [REDACTED]

4. The Office of Logistics has received from CSA a draft copy of the site survey of the 2430 E Street complex prepared by the firm of McGaughy, Marshall, and McMillan. The estimated cost of the proposed renovations is approximately \$1.1 million. [REDACTED]

5. During the past week, the Logistics Services Division (LSD), Office of Logistics, destroyed approximately 3,900 pounds of classified material for the DIA; the latter has asked for our assistance in the destruction of their classified material over the next six months. [REDACTED]

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6. At its meeting on 1 September, the Agency Contract Review Board approved a \$1 million Office of Data Processing procurement with [REDACTED] for application testing on the Telemetry Analysis Display System (TADS). A \$1 million Office of Scientific and Weapons Research (OSWR), NFAC, procurement with [REDACTED] for establishment and operation of a Center for the Assessment of Foreign Applied Sciences; and a \$5 million contract with IBM for Model 3380-3 disk storage controllers and maintenance during the period FY 82 through FY 85 in support of ODP's Operations Division and CAMS. [REDACTED] A9c6.1

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7. During the week of 27 August through 2 September, security package inspections were conducted at Ames, Key, and Chamber of Commerce Buildings.

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SOURCES AND METHODS INVOLVED

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A total of five incidents of possible improper overnight storage of classified information was referred to the Security Support Division for investigation. 25X1

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9. On 28 August, two members of the Surveys and Investigations Staff of the House Appropriations Committee, Bill Flesham and Harold Switzer, met with Language School officials. The two staffers wish to review the Agency's foreign language program--its costs, trends, tracking, and testing methods, and relationship to other Intelligence Community language training. This initial meeting covered a variety of subjects including a brief description of the various testing methods used by government agencies. The Language School is assembling background material. 25X1

10. A member of the Plans Group, Office of Training and Education, has been informally advising the Program for Verbally Gifted Youth (PVGY) at Johns Hopkins University to help them establish non-European language and area studies within the program. As a result, Chinese is being taught for the first time this fall and is over subscribed. Beginning next summer Japanese will be offered followed by Arabic. The young people in the program range in age from 11 to 17 and represent the top five percent academically of junior high and high school students in an eight state area. PVGY's experience has been that young, intelligent students want to learn languages and are highly motivated. The language courses are the most popular offerings at the moment. 25X1

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Harry E. Fitzwater

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EO/DDA [Redacted Box] (4 Sep 81)

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